

PLEASE LEAVE THE FACILITY AS YOU FOUND IT.

IF THE HEAT IS ON KEEP THE DOORS AND WINDOWS CLOSED!

DO NOT TAPE, PIN, TACT OR NAIL ANYTHING TO THE WALLS OR WOODWORK. FREESTANDING DECORATIONS ONLY.

DO NOT USE COMMERCIAL CLEANERS ON THE FLOORS. COOL WATER AND WHITE VINEGAR ONLY! (1/2 CUP OF WHITE VINEGAR) TO A GALLON OF COOL, NOT HOT, WATER. DAMP MOP ONLY, WOOD DOES NOT LIKE WATER!

BROOM CLEAN OR DRY MOP THE FLOORS, DAMP MOP IF NECESSARY. A VACCUM, DRY MOP, WET MOP AND BUCKET FOR YOUR NEEDS KEPT IN THE FRONT ENTRY LEADING TO THE BALCONY.

ALL UTENSILS USED, WASHED, DRIED AND PUT AWAY.
REMOVE ALL FOOD AND CLEAN ALL SURFACES.
WIPE OUT REFRIGERATOR IF USED.

REMOVE ALL RUBBISH, PLACE CLEAN BAGS IN CONTAINERS.

BALCONY IS OFF LIMITS AND ENTRY DOOR SHOULD BE KEPT CLOSED AND LOCKED.

DO NOT LEAN OR STACK CHAIRS OR TABLES AGAINST THE WALLS!
USE THE TABLE AND CHAIR RACKS. THE CARTS ARE MOBILE FOR YOUR EASE. RETURN ALL SET-UPS TO THE ORIGINAL SET-UP.

WHEN YOU LEAVE SET BOTH THERMOSTATS AT 56°. CLOSE BOTH DOORS LEADING TO THE KITCHEN FROM THE MAIN HALL. MAKE SURE THE ENTRY DOORS LEADING TO THE MAIN HALL ARE CLOSED.

FINALLY, "OUTTEN" THE LIGHTS AND LOCK THE DOOR.

Thank you! The Municipal Building Committee, the Selectmen and Town residents appreciate your respect of our tax dollars at work.

I have read and agree to comply with the above requests.

Signed _____ Date _____